

**Community Systems Development Subcommittee (CSDS) Meeting Minutes**

**Systems Alignment and Integration Committee, ELC**

September 10, 2013 from 10:00 a.m. – 12:00 p.m.

**Children's Home + Aid**

125 S. Wacker Drive, 14th Floor, Main Conference Room, Chicago, IL

Conference call #: 888-494-4032 / Pass code: 719 851 8485 #

These minutes were approved at the November 21, 2013 meeting of the Community Systems Development Subcommittee.

**I. Welcome and Introductions**

**JCapito/JSu**

Present: Ana Maria Accove, Megan Bock, Andrea Densham, Felicia Fair-Thompson, Elissa Gitlow, Julia Herzog, Edna Navarro-Vidaurre, Leah Pouw, Carolyn Newberry Schwartz, Maureen Sollars, Kathy Stohr, Joanna Su, Candace Williams, and Granada Williams.

Participating by phone: Valeska Anleu, Faith Arnold, Juanona Brewster, Nancie Brown, Jeanna Capito, Eileen DeRoze, Kassia Eide, Helen Figaro, Christina Foster, Jennifer Froemel, Ruth Kimble, Denise McCaffrey, April Peska, Nora Rice, Kathy Robson, Trish Rooney, Andi Sass, Amy Schroeder, Christy Serrano, and Penny Smith.

**II. Review and Approval of Minutes (July 31, 2013)**

**All**

Motion by Kathy Stohr, seconded by Ruth Kimble; the motion was unanimously carried.

**III. Workplan Items (as revised to coordinate with Consortium for CSD - RTTT)**

**JCapito/JSu**

**A. Goal A (serve as an advisory body to State Initiatives)**

**1. MIECHV**

**Joanna Su**

Joanna reported that in September, MIECHV funds will cover a training on Collective Impact, led by Paul Born from the Tamarack Institute. Resources were limited, so this was not an open training, but the invitation was extended to MIECHV communities, AOK Networks, Illinois Project Launch, and the Race To The Top Innovation Zone communities. In addition, IAFC staff, including Kathy Stohr, have been invited to attend, and if the training goes well, we can explore follow-up trainings for a broader audience of collaborations statewide.

**2. Race To The Top/ Consortium for CSD**

**Kathy Stohr**

**a.** Update on RFQ and consultant: Kathy Stohr from Illinois Action for Children (IAFC) reported that the RFQ was issued but was later withdrawn. IAFC had been working with Gerry Cobb from the Build Initiative to develop this project. While this project, as initially conceived, didn't fit into BUILD's focus, as the project developed, it turned out that this is exactly what BUILD should be doing in IL. Kathy reached out to the CSDS Co-Chairs about this and Jeanna participated in the interview of the BUILD team, and the original intent of the proposal was met by BUILD, which will be the general contractor for strategic planning. The final recommendations from this project will be submitted by September 2014. Next steps include: facilitated conversations with existing groups; meetings with SIAC, CSDS and the BBSF (Blended, Braided, and Sustainable Funding) Subcommittee. CCR&R (Child Care Resource & Referral) is going through strategic planning and BUILD will have a facilitated conversation with them as well.

**Subcommittee Charge:** Support the ability of local community partnerships to improve outcomes for children and families in their communities, through effective state policies and practices.

- b. Progress with March 31 2014 conference planning committee: BUILD will work this into their planning process and will have a strong presence at that event. More information should be available by October.
  - c. Seeking input on survey of community systems coordinators: No update at this time.
3. Early Childhood Community Systems proposal submitted by ICAAP  
 Juanona Brewster reported that ICAAP received the federal grant for ECCS (Early Childhood Comprehensive Systems). The vision for this project is to build strength and resiliency, cross-system coordination, child and families impacted by trauma. There is a presentation describing the strategies and committee structure Juanona will send it to Joanna to forward to CSDS members. *(Note: these materials were sent out on the afternoon of 9/10/13.)* ICAAP is in the process of establishing the Course of Study Committee, and the Standards and Protocols Committee; everyone's involvement is welcome.

**B. Goal B (advance access to resources to guide CSD work)**

JCapito

- 1. Affirm/refine definition of high quality EC system
- 2. Affirm/refine core functions of CSD (from BUILD):
- 3. Draft guiding principles for CSD work  
 For items B1-B3 above, we reviewed the revised draft, which included comments from the last meeting. Additional comments were incorporated (see attachment); there was a motion by Kathy Stohr, seconded by Jeanna Capito, to approve this document (pending any final wordsmithing to be received by 9/16/13); the motion was unanimously carried. This updated revision was sent out to CSDS on the afternoon of 9/10/13, for final feedback by 9/16/13. The Co-Chairs plan to send this forward for approval by the SIAC at its next meeting.
- 4. (Revised CSD Resource Toolkit is online)
- 5. (Updated Community Partnership Profiles are online)
- 6. Clearinghouse for CSD professional development  
 The CSDS's role includes serving as a clearinghouse for CSD-related professional development; members were invited to share upcoming training opportunities of interest to the group. Jennifer Froemel from Family Service Mental Health Center in Cicero reported that they are partnering with Notre Dame to provide certificate training for middle management; she will forward information to the group. Joanna reported that a googlegroup will be created so that Subcommittee members can send training announcements directly to the whole group on a timely basis.

**C. Goal C (create, recommend, and support state to local funding mechanisms)**

- 1. Upcoming: research on how governmental bodies approach CSD
- 2. Upcoming: advise Consortium on focus group/interview/surveys for collaborations

**IV. Proposed Meeting Schedule**

JCapito/JSu

Thursday, November 21, 10am (the week before Thanksgiving)  
 Thursday, January 16, 10 am

Attachments: July 31 minutes; CSD definitions.

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